

SCHWARTZ & ASSOCIATES, INC.**Meeting Minutes****"Proposed Bridge Repair of Cranehill Drive over Ivy Creek"
City of Lynchburg, VA**

The Pre-Bid Conference for the Proposed Bridge Repair of Cranehill Drive over Ivy Creek was held on February 11, 2004, at 10:00 a.m., with the following individuals in attendance:

- Randy Saunders – Schwartz & Associates, Inc.
- Les Dziewisz – WHP Burleigh
- Les Dziewisz – Burleigh Const.
- Frank Kallio – Protection Services Inc.
- Don Sowers – W.C. English Inc.
- Don Sowers – English Const. Co. Inc.
- Rodney McComas – D.W. Lyle Corp.
- R.M. O'Brian – Lynchburg Ready Mix
- Marc C. Tessier – Freyssinet, LLC.
- Andy Jenkins – Fort Chiswell Const. Corp.
- Ernie Hutchens – San-Mar-Co.
- Steve Lattimore – Lanford Bros. Co. Kirk Neal
- Rodney Keffer – Lanford Bros. Co. Inc.
- Albert Pugliese – Pressure Concrete, Inc.
- Greg Blair – City of Lynchburg
- Tammy Farmer – City of Lynchburg
- Jim Grizzle – Schwartz & Associates, Inc.
- Cheree Taylor – City of Lynchburg
- Tom Wilson – City of Lynchburg

Introductions

Bid Opening – Jim Grizzle states that the bid opening will be February 18, 2004 until 3:00 pm in the Procurement Office, Third floor at City Hall. **This changes later in the meeting.**

Contractor's Bid Package – Mr. Grizzle reminds the Contractors that the Bid Package to be submitted is pages B1-B13 in the specifications and that a bid bond or bank certified check for 5% of the bid is required.

Brief Description of the Project – Mr. Grizzle states that this project will include the replacement of the bridge deck, encasing 2 pier caps and 2 pier columns, recasting abutment seats, other substructure repairs, repainting existing structural steel and repaving bridge approaches.

Time of Completion & Liquidated Damages – Mr. Grizzle states that project work shall begin on March 29, 2004 and be completed by November 5, 2004 and Liquidated Damages of \$1000 per day will be assessed for each calendar day beyond the time limit.

Equal Employment – Mr. Grizzle states that the contractor must follow the Equal Employment Information shown on pages I-5 thru I-6 of the specifications.

Concrete Water Cement Ratio – Mr. Saunders states that all concrete on this project will require a 0.40 water cement ratio.

Structural Concrete – Mr. Saunders states that there is a misprint in the specifications on page IV-10. The concrete temperature should not exceed 85 degrees. There will be an addendum to correct this misprint.

Curing Concrete – Mr. Saunders states that all concrete shall be cured with curing compound, wet burlap, soaker hose and white polyethylene as shown in the specifications on page IV-13.

Mobilization – Mr. Saunders states that it will be the Contractors responsibility to obtain permission from the adjacent property owners to enter their property, if needed.

Maintenance of Traffic – Mr. Saunders stated that the contractor should read over Maintenance of Traffic section. Mr. Saunders also stated that the contractor would be responsible for providing six (6) temporary power poles on this project. Two (2) poles for temporary signals and four (4) poles for the City to run power to the temporary signals.

Questions from Contractors:

Don Sowers states that he does not feel there is sufficient time allowed to complete the project, especially with the alternates that are shown.

The alternates could be done the following spring.

Don Sowers asks if there is any chance of closing the road during construction.

Tom Wilson states that the City needs a tangible reason to consider this option.

Mr. Sowers states that there would be cost savings to the City because all work could be performed in the allowed time if all work was performed in one stage.

Mr. Wilson asks if there are any other items (other than the alternates) that would prevent the project from being completed on time in two stages.

Mr. Sowers states that the sequences involved and the concrete curing time would not allow the project to be completed on time even if the alternates were not included if constructed in two stages.

Mr. Rodney Keffer stated that Lanford Brothers could not meet the City's deadline if the project had to be done in two (2) stages. However, if the bridge could be closed to traffic during construction, they could meet the project completion date and it would save the City a substantial amount of money.

Mr. Keffer stated that if the project had to be constructed under traffic, he did not know if Lanford Brothers would place a bid on the project.

Mr. Les Dziewisz also stated that if the project were constructed under traffic, Burleigh Construction would not be able to submit a bid on the project.

Mr. Wilson makes a proposal to contact Emergency Services and the school to determine if it is feasible to close the road during construction. The bid opening will be delayed until Monday,

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March 1, 2004 at 11:00 am. The addendum will be available at Schwartz & Associates, Inc. office on Monday February 23, 2004, and all questions must be submitted by February 25, 2004 at 2:00 PM.

Les Dziewisz asked could the existing water line be taken out of service during construction. Mrs. Cheree Taylor stated that the water line shall remain active throughout the project.

Les Dziewisz asked would the overhead lines across the bridge be relocated. Mrs. Cheree Taylor said that all the utility companies have been notified and the overhead lines will be relocated by March 29, 2004.

With no further discussion, the meeting was adjourned.

cc: Everyone in attendance